

GOVERNMENT OF TELANGANA

OFFICE OF THE  
COMMISSIONER OF TECHNICAL EDUCATION  
TELANGANA :: HYDERABAD.

**Cir.Memo No. AI-1 / 2717 / 2017**

**Dt: 20-04-2017**

Sub:- Technical Education – BUDGET-2017-18 - Requirements of Budget provision quarter wise / Detailed Head wise for the financial year 2017-18 – Called for Reg.

Ref:- Budget Estimated for the financial year 2017-18.

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The Principals of all Government Polytechnics / Institutions under the administrative control of this department are hereby instructed to submit the requirement of Budget for quarter wise / Detailed Head wise for the financial year 2017-18 in the prescribed proforma enclosed and to submit the above information to this office on or before **25-04-2017** to [ad.dtetelangana@gmail.com](mailto:ad.dtetelangana@gmail.com) by email so as to enable this office to take further necessary action in the matter.

*This may be treated as " **Most Urgent** "*

Encl: PROFORMA I & II.

Sd/- A.VANI PRASAD  
COMMISSIONER

To  
The Principals of all Govt. Polytechnics / Institutions  
under the administrative control of this Department.  
Copy to RJD (T.E), Telangana, Hyderabad for information.  
Copy to Stock file / spare.

Sd/-  
For COMMISSIONER

**PROFORMA - I**

BUDGET EXPENDITURE / REQUIRMENT OF DETAILED HEAD WISE UNDER PLAN & NON-PLAN FOR THE YEAR  
2016-17/2017-18

**Name of the Govt.Polytechnic / Institution :**

**(Rupees in Lakhs)**

Sl. No.	NAME OF THE DETAILED HEAD OF ACCOUNT	Ist to 4th Qtr. ( BE. 2016-17 )				Funds utilized up to 31.03.2017 from Non-Government /IRG/Other	BE. 2017-18					REMARKS
		Budget Required	Budget Allotted	Total Exp. as on 31.03.2017	Balance		Budget to be Required					
							1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	TOTAL	
1	2	3	4	5	6	7	8	9	10	11	12	13
1	111 - Travelling Allowances											
2	131-Ser.Postage.Telg.& Tele. Charges.											
3	132 - Other Office Expences											
4	133 - Water & Elec Charges											
5	134 - Hiring of Private Vehicles											
6	140 - Rents, Rates and Taxes											
7	160 - Publications											
8	211 - Materials & Supplies											
9	212 - Drugs and Medicines											
10	240 - Petrol, Oil and Lubricants											
11	271 - Other Expenditure											
12	272 - Maintenance											
13	281 - Pleaders Fees											
14	284 - Other Payments											
15	511-Maintenance of Office Vehicles											
16	521 - Purchases											
<b>Grand Total :</b>												

( Rupees )

Sd/- **A.VANI PRASAD**  
COMMISSIONER

Sd/-  
For COMMISSIONER

**PROFORMA - II**

**(Rupees in Lakhs)**

Sl. No.	NAME OF THE DETAILED HEAD OF ACCOUNT	Budget Requirement of No. of Contract Lecturers / Out Sourcing staff	Total Budget Requirement for 10-months salary 2017-18.	TOTAL	REMARKS
1	2	3	4	5	6
1	021 - Daily Wage Employees.	No of Daily Wage Employees : <b>TOTAL</b> :			
	300 - Oth.Contractual Services	a) No of Contract Lecturers X 10 months X Salary per month =			
		b) No of W/sAttenders X 10 months X Salary per month =			
		c) No of Outsourcing Staff X 10 months X Salary per month =			
		Or			
		i) No of Jr. Assistants X 10 months X Salary per month =			
		ii) No of Attenders X 10 months X Salary per month =			
	<b>Grand Total :</b>				

( Rupees )

Sd/- **A.VANI PRASAD**  
COMMISSIONER

Sd/-  
For COMMISSIONER